G. R. S. IX-5]

Previous references.

G. No 131 G.A.G 2/12/16 1919.
" 3606-3658/S.A.G 21/
Dy 8-9 (G.A.G)P

File No. G.A.G 381

Serial Nos. 1-6.

Later references.

by 13-5 P 18/9

GENERAL AND REVENUE SECRETARIAT.

Serial Nos. 1-6.

Part B for ~~July~~ August 19.

SUBJECT.

re the issue of correction slips to Departmental Manuals

(12) 1. The Secretaries to Govt & Heads of Depts No 131-170 Dy 11-7-19
Issues certain instructions to ensure the prompt issue of correction slips to Departmental Manuals.

5) 2. The Heads of Depts Despy to Govt and Deputt, Govt Printing No 355-394 Dy 4-8-19
~~Authorising~~ the Heads of Departments to get correction slips to Manuals printed in the Govt Press

1250—GPB—80,000. 28-1-19

T. Lakshmanathaiya
29-9-19

2

G. R. S. 11] 191 9

GENERAL AND REVENUE SECRETARIAT.

(E.A 8

NOTES.

File No. 381

FILE HEADING.

Instructions re the issue of correction slips to Departmental Manuals.

From

No.	Dated	Received

Diary No.	Enclos.	Spare Copies.	Serial No.

BRIEF ABSTRACT OF LETTER.

NOTES AND ORDERS.

NOTES—First Sheet.

P. T. 6

GPB - 20,000—8-8-14

3

D 1749

G. R. S. III-2]

General and Revenue Secretariat. | E. A. File No. 381 of 191 .

Serial No. 1

From the Registrar, Chief Court
No 8, 19-6-19.

States that a correction slip may be issued to rule 632 of the jail manual, re subsistence allowance to civil debtors, as the scale given therein is not in accordance with the latest orders contained in notification no 7. 1648/Cts 61-12-6 dt 7th Dec 1912 governing the subject.

The Inspector General of Prisons is responsible for keeping the jail manual up to date. A draft inviting his attention to the ~~7th~~ order of the 7th Dec 1912 and requesting the issue of a correction slip is submitted.

2 It will be seen from this instance ~~above~~ that the work of issuing correction slips is not being systematically attended to. This omission necessitates an elaborate revision of the manuals at frequent intervals. The officers responsible for maintaining the respective manuals are given in column 4 of G. O. no 608-3657/E A 8 271 dt 19-5-19. If they are to be kept up to date the work of issuing correction slips should not be left

to

A

NOTE—Contn. sheet.

G. R. S. III-2]

General and Revenue Secretariat. | G.A.G. File No. 38/1 of 191 .

Serial No.

chance that steps should be taken to incorporate all changes promptly as laid down in paragraph 10 of G.O. no 186/G.A.G dy 21-12-16. Unless this is done, the object of a manual will be defeated. It is therefore necessary that the office responsible for maintaining a manual should keep one copy marked original and incorporate therein in draft all orders necessitating a change and issue simultaneously addenda and corrigenda slips serially numbered, which should be supplied to all officers using the manuals. A strict adherence to this procedure will always keep the manual up to date and obviate the necessity for entertaining any large establishment whenever a revised edition has to be brought up on account of too many corrections.

3 Submitted for orders.

H N.K. 4 Draft ~~a~~ an S.O. giving
21/6/19. detailed instructions amplifying the above

Hon
23/6/19

5

NOTE—Contn. sheet.

P-153 4

D.1749 3

G. R. S. III-2]

General and Revenue Secretariat. G.A.G File No. 381 of 191 .

Serial No.

5 Draft submitted.

HK 25/6/19

6) Type as revised

Hm 26-6-19

7) Typed draft submitted

HK 27/6/19

Hm 27-6-19.

8) Chief Secy

1/7.19.

1st member Dewan. 9)

HK 28/6/19

Hm 30-6-19

10) Appd. 2/7/19

Hm 2-7-19

11) Issue sd

12) Issue sd Hm 9-7-19

DEWAN'S OFFICE
Recd. on JUL 8 1919
Reg. No. 211

2 To the Secretaries to Govt of Heads of depts No 131-70/G.A.G 381/9/11/7/19 issues instructions in regard to the timely issue of correction slips to manuals. (issued on 9-7-19)

G.6 sent to Press calling for 200 slips on 15-7-19

HK 11/7.

3 To Supdt of Prisons in Mysore No 171 G 11-7-19

Requests him to issue a correction slip to rule 64.2 of the jail manual in accordance with the latest Govt notification No G 1648-Ms 61-1269 7 12/12 re subsistence allowance to Civil debtors.

(issued on 11-7-19

NOTE—Contn. sheet.

G. R. S. III-2]

General and Revenue Secretariat.

E. Rg. File No. 381 of 1918.

Serial No. 14

Letter no. 1472/47-07 dated 18th July 1919 from the Dy. of Prisons.

Forwards a draft copy of corrigendum Slip amending rule 642 of the Mysore Jail manual in the light of the Govt: notification dated 7th Dec. 1912, and requests that 250 copies of the same may be caused to be printed and supplied to him.

It seems necessary that:

A. 13) It seems necessary to issue a general order authorising the Superintendent, Govt: Printing to arrange for the printing of corrigendum Slips etc in connection with the manuals, sent by the Heads of Depts from time to time. At present this is not an item of work which the Govt: Press can undertake without the previous sanction of Govt. (Vide Art. 428, Chapter XIX of General circulars & Standing orders)

14) If approved the corrigendum Slip sent by the Dy. of Prisons may be sent to Press for supplying the required number of copies; pending the issue of a general order.

Submitted for orders.

21/7 15) For favour of opinion as regards A.

16) Chief Sectt / Pol & S. Branch — 25-7-19.

17) Submitted for orders

21/7 18) A general authority to [illegible]

DIARY NO 1662

19 -19

SECRETARIAT II POLITICAL BRANCH 25 JUL 1919

NOTE—Contn. sheet.

H/2 6

P-158

G. R. S. III-2j

General and Revenue Secretariat. | E. & A. File No. 381 of 191 .

Serial No.

Print the Correction slips at the G. P. Manager given to the Officer responsible for their issue

748-311
28-7-19

(Recorded) (19) Approved

Hon
28-7-19

Ill
30-7-19

Draft issue
11/8/19

Subd. with a draft order and a draft reply to the Dy. of Prisons

Issue as revised
Mue
2/8

Dl
2/8/19

5 To the Heads of Depts
" Keeps to Govt
Supdt, Govt Printing.
No. 355-394 / E. A. & 381 dy 4-8-19
Authorising them to have get correction slips to manuals printed in the Govt Press.
(issued on 26-8-19)

6 To the D. of Prisons.
No 395 dy 4-8-19
Informs him that the Supdt, Govt Printing has been requested to print & supply him with 250 slips.

7 To the Supdt, Govt Printing
No 396 dy 4-8-19
Forwards a copy of the above with the correction slip sent from the D. of Prisons for being printed.

B
26/8/19

NOTE—Contn. sheet.

D·1749

G.R.S. III—3]

Routine Notes.

[To be used only for notes, requisitions, etc., not intended for permanent record.]

HC 1 D·1749

GOVERNMENT OF MYSORE

Chief Court
19. 6. 19.

My dear Mr Ramaswamy,

Rule 64 2 of the Jail Manual does not seem to be the latest order of Govt. in regard to the scale of subsistence allowance. The rates mentioned in the rule are more in the circular of 1879, but the latest order of Govt. on the subject

N.B.—Should routine notes be written on small slips, the notes must be copied, or slips pasted on this form.

D·1749

G.R.S. III—3]

Routine Notes.

[To be used only for notes, requisitions, etc., not intended for permanent record.]

Contained in Notification No 1648 / 65-61.126 of 7.12.1912

You may, if you consider it necessary, take a correction slip.

John Simon

E Brunwardt

N.B.—Should routine notes be written on small slips, the notes must be copied, or slips pasted on this form.

8

2 drafts

G.R.S. VI-71]

SUBJECT..... Instructions for maintenance of manuals

Diary No. of letter replied to..1749

General and Revenue Secretariat

( )

, the 191

Date of issue..24-7-19

Signed by..H.A.VVGR.

Section E.A.8
File No. 281-19
Serial No. 2

Proceedings of the Government of His Highness the Maharaja of Mysore.

No 131-T.O
E.A.8 281-19 dt 11/7/19

~~Read~~ Office Memorandum.

With a view to systematise the issue of correction slips to the manuals in use in the several Departments of the State by the Officers responsible therefor ~~as indicated in~~ according to column 7 of the appendix to G.O.No136/E.A.G.dated the 21st December 1916 and column 4 of the appendix to G.O.No.3608-3657/E.A.G.271 dated the 19th May 1919, Government are pleased to issue the following ~~instructi~~ instructions to supplement those contained in paragraphs 9 and 10 of the ~~Order Thereon: Nor~~ G.O of the 21st December 1916.

(1) In the Office responsible for the maintenance of a manual up-to-date, one copy thereof marked 'Original' should be kept and a clerk specified for the duty of promptly issuing ~~order~~ correction slips. A copy of each order of Government

May this be

i Printed? Yes

ii treated as a standing order? No

iii published in the Gazette English part?

iv translated? No

v placed at the disposal of the press?

vi published in the Gazette Kannada part?

or circular issued from the Office, which involves a change in the provisions of the manual should, on its receipt in the Office or on its issue as the case may be, be sent to the clerk with an instruction to draft an addenda and corrigenda slip for approval. All such slips should be numbered serially for each publication and the series kept up until a revised edition or a reprint issues. The approved draft should be posted in the copy marked 'Original' immediately on approval, a fair copy being sent to the Press for print.

(ii) Correction slips should be printed on one page only and on paper of the same size as the manual. A list should be maintained of the Offices to which copies of the manual have been supplied and the number of copies ~~so~~ supplied, each and the supply of correction slips regulated accordingly.

2. Steps should be taken immediately to issue ~~the~~ the first set of correction slips embodying all the changes necessitated by the orders that have issued since the publication of the Manual.

Chief Secretary.

List of enclosures.

To.

The Heads of Departments.
,, Secretaries to Government.

Copied by

Examined by

S. 6.

10

Departmental Manuals.

No. 131-170 / E.A.G. 381

GOVERNMENT OF H. H. THE MAHARAJA OF MYSORE,
GENERAL AND REVENUE SECRETARIAT.
Dated Bangalore, 11th July 1919.

OFFICIAL MEMORANDUM.

With a view to systematise the issue of correction slips to the manuals in use in the several departments of the State by the officers responsible therefor according to column 7 of the appendix to Government Order No. 136—E. A. G., dated 21st December 1916, and column 4 of the appendix to Government Order No. 3608-3657—E. A. G. 271, dated 19th May 1919, Government are pleased to issue the following instructions to supplement those contained in paragraphs 9 and 10 of the Government Order of the 21st December 1916 :—

(i) In the office responsible for the maintenance of a manual up-to-date, one copy thereof marked 'original' should be kept and a clerk specified for the duty of promptly issuing correction slips. A copy of each order of Government or circular issued from the office, which involves a change in the provisions of the manual. should, on its receipt in the office, or on its issue as the case may be, be sent to the clerk with an instruction to draft an addenda and corrigenda slip for approval, All such slips should be numbered serially for each publication and the series kept up until a revised edition or a reprint issues. The approved draft should be posted in the copy marked 'original' immediately on approval, a fair copy being sent to the Press for print.

(ii) Correction slips should be printed on one page only and on paper of the same size as the manual. A list should be maintained of the offices to which copies of the manual have been supplied and the number of copies supplied to each, and the supply of correction slips regulated accordingly.

2. Steps should be taken immediately to issue the first set of correction slips embodying all the changes necessitated by the orders that have issued since the publication of each manual.

By Order,
C. S. BALASUNDARAM IYER,
Chief Secretary to Government.

To—The Heads of Departments.
The Secretaries to Government.

Exd.—C. R.

Government of His Highness the Maharaja of Mysore.

GENERAL AND REVENUE DEPARTMENTS.

O. M. 131-170—E. A. G. 381, dated 11th July 1919.

Departmental Manuals.

Orders certain arrangements for the timely issue of correction slips to ——.

W D 144—GPB—17-7-19—300

12

2 drafts

G. R. S. VI—G/32]

SUBJECT.....

.....

.....

Diary No. of letter replied to.....1749.....

GENERAL AND REVENUE SECRETARIAT

( )

, the *191* . .

Date of issue.....11-7-19.....

Signed by.....pr A.V.Q.....

Section E.A '8

File No. 381

Serial No. 3

No. 171 / E.A.8 381 & 1127

To

The I.G. of Prisons in Mysore,

Bangalore.

SIR,

In inviting reference to Rule 642 of the Jail Manual regarding the scale of subsistence allowance to civil debtors, I am directed to point out that the latest authority on the subject is Government Notification No. J 1648-Cts.61-12-6, dated 7th December 1912 which gives a revised scale and to request you to be so good as to have the rule 642 of the Jail Manual suitably amended by the issue of a corrigendum slip. I am to add that copies of the correction slip may be supplied to all officers using the manual, as required by paragraph 10 of G.O. No.136-E.A.G., dated 21st December 1916. *over.*

I have etc.

for Chief S

25.6.19

D·88 13

Gl 4

Pris. 2]

OFFICE OF THE INSPR.-GENL. OF PRISONS IN MYSORE,

No. 1472/47-07 Eccl DATED BANGALORE, 18th July 1919.

FROM Rajakaryapravina Rao Bahadur,
T.V. Arumugam Mudaliar,Esq,M.B;C.M;

Inspector-General of Prisons in Mysore,
Bangalore.

To C.S. BalasundaramIyer,Esq,B.A;

Chief Secy. to the Govt. of H. H. the Maharaja of Mysore,
~~General and Revenue Departments~~

SIR,

In pursuance of your letter No.171/E.A.G.381-19-2 dated 11th July 1919,I have the honor to enclose herein a draft copy of corrigendum slip amending rule 642 of the Mysore Jail manual drawn up in the light of Government Notification No.J.1648/cts.61-12-6 dated 7th December 1912.

2. I request that you will be so good as to cause 250 copies of the same printed and supplied to me at an early date.

I have the honor to be,
Sir,
Your most obedient servant.

G. Bowstring
for Inspector-General of Prisons.
Absent from station

Ch Sec to Govt
& Asst

14

GPB—190—11-9-18

From

1923

The Inspector-General
of Prisons in Mysore,
Bangalore.

To

Chief

The Secretary to the Govt. of Mysore,
General and Revenue Departments.

Dated

Despatched 18th July 19.

Received

General No. 1472/47-07
No.

Enclosure No. one

Subject.

Forwards a draft copy of corrigenda slip amending rule 642 of the Mysore Jail Manual and requests to cause 250 copies of the same to be printed & supplied to this office.

15

G.R.S. 28]

File No. E.A.8
Serial No. 381
45

Diary No. of letter replied to S.O.

Proceedings of the Government of His Highness the Maharaja of Mysore

GENERAL AND REVENUE SECRETARIAT.
( )

, *the* 191 .

READ—

Date of issue

Signed by

May this be

i printed?

ii treated as a standing order? yes

iii published in the Gazette English part? No.

iv translated? No

v placed at the disposal of the Press? No

vi published in the Gazette Kannada part?

ORDER ~~THEREON~~.—No. 355-394 E.A. 8381 48

With a View to facilitate the prompt issue of correction Slips to the manuals in use in the General departments of the State, Govt. are pleased to authorise the

over.

SUBJECT.

GPB—50,000—1-12-12

Heads of Depts and other Officers responsible for the issue of Such Correction Slips & get the Same printed at the Govt Press, Bangalore.

Yrs
Chief Secretary to Govt,

To
The Hds of Depts
The Secretaries to Govt.
The Suptd, Govt Printing.

24/8/19

17

S. O.

Correction Slips to Manuals.

No. 355-394—E. A. G. 381, DATED 4TH AUGUST 1919.

PROCEEDINGS OF THE GOVERNMENT OF HIS HIGHNESS THE MAHARAJA OF MYSORE.

GENERAL AND REVENUE DEPARTMENTS.

Order No. 355-394—E. A. G. 381, dated 4th August 1919.

With a view to facilitate the prompt issue of correction slips to the Manuals in use in the several departments of the State, Government are pleased to authorise the Heads of Departments and other officers responsible for the issue of such correction slips to get the same printed at the Government Press, Bangalore.

C. S. BALASUNDARAM IYER,
Chief Secretary to Government.

To—The Heads of Departments.
The Secretaries to Government
The Superintendent, Government Printing.

Exd.—G. W. B.

6

18

Government of His Highness the Maharaja of Mysore.

GENERAL AND REVENUE DEPARTMENTS.

G. O. No. 355-94—E. A. G. 381, dated 4th August 1919.

Correction Slips to Manuals.

Authorises the printing of —— at the Government Press.

W D 353—GPB—21-8-19—305

17

G. R. S. VI—G/32]

SUBJECT.....

.....

.....

Diary No. of letter replied to.....

GENERAL AND REVENUE SECRETARIAT
( )
the 191 .

Date of issue 4-8-19

Signed by.. H. N. Madegowda Rao

Section E.A.9
File No. 381
Serial No. 1.

No. 395 / E.A.8 dt 4/8/19

To

The D.G. of Prisons in Mysore

Sir,

With reference to your letter No. 1472/47-07 dated the 18th July 1919, forwarding for being printed a draft copy of a corrigendum Slip amending Rule 642 of the Mysore Jail Manual, I am directed to ~~invite~~ refer to G.O. no.... dated ~~August~~ August 19 and to request you to be so good as to ~~take~~ arrange to get it printed at the Govt. Press.

I have the
Hon
Your obt Servt
for Chief Secy to Govt.

over.

State that the Supdt Govt Press has been requested to print & supply you 250 copies. In future, you may yourself arrange to get corrections so printed at the Govt Press - vide G.O. No 355-394/E.A.8381 dt 4-8-19.

No 2916/E.A.8381 dt 4/8/19 Copy to Supdt Govt Press with a request that 250 copies of the accompanying Correction Slip may be printed & supplied to the D.G. of Prisons.